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19 April 1962

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Report No. 15  
12 - 18 April 1962  
Assessment and Evaluation Staff

I. SIGNIFICANT ITEMS

None

II. OTHER ACTIVITIES

## 1. Arrangements have been made by [REDACTED]

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[REDACTED] to rent programmed instruction materials of possible value to Agency training programs. A total of four programs are being rented for critical evaluation by the Agency, one each in the areas of computer programming, "career" English, electronics, and "executive practices". These programs are of the "branching" or "scrambled book" type, but are too long and complicated to be presented as programmed texts. Each program--about 40 hours long--must be viewed on a special presentation device, called an AutoTutor, which is also being rented from the company. The plan is to schedule staff and students during the two months' rental period so the best use can be made of the AutoTutor in evaluating these several programs.

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[REDACTED] company representative, will give an orientation talk on the programs, and the equipment, Wednesday morning, May 2nd. Interested members of the ADP Staff, TSD Training, and the Intelligence School have been invited to attend.

Following approval last week by OSI of a proposal to spend up to \$5,000 on an experimental project to program a small portion of the training materials for ballistic missile analysts, [REDACTED] arranged for the meeting this week between a representative of the programming organization-- [REDACTED]

[REDACTED]--and OSI's ballistic missile expert, Colonel Charles E. [REDACTED] The discussion went off very well, ending in a request by [REDACTED] that [REDACTED] submit his proposal as soon as possible. Because of the outstanding qualifications of [REDACTED] and because their key personnel are already cleared to work for us, competitive bids

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will not be asked. For this trial effort--expected to result in a training guide and a program of about 300 frames--the subject selected is unclassified: the characteristics of ballistic missile trajectories.

Now that a major segment of the "Observation and Description: Persons" program is in final draft, it can be tried out on larger numbers of subjects. In a talk with Chief PPS, [REDACTED] said that he would be very much interested in an opportunity to further improve, and to get measures of the effectiveness of, this program. Chief PPS invited him to submit a proposal for this work, which is not expected to be more than \$2,500.

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[REDACTED] estimated that [REDACTED] could program the second part of the "Observation and Description: Persons" program for approximately \$10,000. If OTR were to program a parallel self-teaching aid to train students to observe and describe objects and events, it would probably cost a minimum of \$15,000. [REDACTED] because of its research interests, does not undertake "routine" programming assignments, but [REDACTED] that it would be happy to accept stimulating contracts of this sort.

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Mr. James Sweeney, ADP Training Officer for the Office of Naval Intelligence, visited [REDACTED] this week to talk about the possibilities of using self-instructional techniques to help solve serious problems, that have recently arisen in ONI, in familiarizing great numbers of naval personnel with computers and computer programming. Within the past few days ONI has decided to spend \$1,760.00 for the purchase of an AutoTutor and several TutorFilms.

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2. The Registrars Fiscal 62 budget includes funds for the purchase of a "Flexowriter." Approval has been granted by the Executive Officer and the Registrar to obligate this money, and the necessary steps are being taken to order the machine. The availability of this additional punching equipment will permit an earlier start than was anticipated on the Registrars' data, which will be prepared for punching by summer employees.

3. Plans for a brief training program for "Flexowriter" operators assigned to FE Division are nearing completion. A machine of the type used by FE will be located in the A&E area. The program will cover the mechanics of "Flexowriter" operation and practice with the dispatch format used by FE for its teletape operations.

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4. On 18 April 1962, [REDACTED] together with [REDACTED] met with [REDACTED] for further [REDACTED]

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SUBJECT: Weekly Report No. 15

discussion of the project on teaching lip reading of Russian (Weekly Report #14, Item #1). Current plans are to give this course over an 11 day period, for an hour and a half per day, sometime during May. Two groups of subjects, Russian speaking and non-Russian speaking, are desired. [REDACTED] of TSD plans to provide the non-Russian speaking subjects and a convenient location for their instruction. OTR help is desired in finding Russian speaking subjects (with Secret clearances), who can be instructed at a site most convenient for them. The instruction will be [REDACTED] contractual obligation to TSD. [REDACTED] will make himself available for discussion of this project with any interested persons.

III. PERSONNEL

[REDACTED] has informed us that she will be unable to spend time with us this summer, assessing JOTs (Weekly Report #12, Section III, Item 1). She was already committed to attend a course at Bethal, Maine prior to receiving our offer. She insists that she wishes to maintain her affiliation with us and hopes that we will extend a similar offer next year.

[REDACTED]  
Assessment and Evaluation Staff

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